

.SEQUIM PLANNING COMMISSION

**Regular Meeting
Transit Center
190 West Cedar Street
Sequim, WA 98382**

**Tuesday, July 2, 2013
6:00 P.M.**

I. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL:

Present: Protze, Sanford, Sterhan, Thompson and Wendt.
Excused: Peterson and Connelly

Staff Present: DCD Director Chris Hugo; Deputy City Clerk Bobbie Usselman; City Engineer David Garlington.

II. APPROVAL OF MINUTES: May 21, 2013

MOTION to approve the minutes of May 21, 2013 by Protze; second by Sanford.
Unanimously approved.

III. ITEMS FROM THE PUBLIC NOT ALREADY ON THE AGENDA

VI. NEW BUSINESS:

A. Transportation Improvement Program

City Engineer indicated annually the City is required to adopt a 6-year Transportation Improvement Program. The current program is for 2014 to 2019. Projects must appear on the list or they are not available for state and/or federal grant funds.

He would like to add the Simdars Road interchange to the plan which was not included because it was felt it was a WADOT project, but the City wants to embrace this project and keep it visible for the future.

Hugo said the relationship between this, the Transportation Master Plan and the City-wide Comprehensive Plan ties together with the rule of conformity of the GMA. There is also a consistency rule that what is in the Comp Plan has to be consistent with the other plans. If you can't show that you can afford it, it shouldn't be in the plan. The portions in gray on the chart are major growth-related projects.

MOTION to recommend that the City Council approve by adoption of Resolution R-2013-14 the 2014-2019 6-year Transportation Improvement Program by Thompson; second by Protze. **Unanimously approved.**

Hugo indicated Garlington is on the Overview Site Committee for the Civic Center Project. Garlington said over the last couple of months we created a request for qualifications for a

design-build team. The advantage is you have a team working together from the beginning and it cuts down on change orders that raise the cost of the project. For design-build we can choose the best team for the project and negotiate a not-to-exceed price. We have received several responses to date that will be reviewed and two or three will be selected to bring back a vision within the parameters we have given them. In September or October designs will be presented to the City, a selection will occur and it is hoped to begin construction after the first of the year. Occupancy is hoped to be around June 2015. We have hired Court Olson to lead the project through this phase.

Hugo explained the differences in design-build versus a typical bid process.

B. Minor text amendment to SMC 18.57.080 Downtown Design Standards: Public Meeting

Hugo said staff identified two design standards that unnecessarily constrain the design of the major civic complex. Minor text changes to the zoning code are proposed to rectify these issues prior to selecting RFP design-build team respondents for the project.

He reviewed the design standards with consultant Court Olson and one matter was window transparency. If there is an intervening use between the building sidewalk on Sequim Avenue, we wouldn't have to change the code. Another matter that was problematic was the roofline. The proposed change is to take that section of the development standards and add the word "residential."

Sterhan confirmed that all construction in the downtown core would benefit from these changes.

Hugo said we have a set of design standards that apply City-wide that only allows metal and some other materials on a minor part of a building. The Downtown standards don't allow plywood, corrugated metal or concrete blocks either split face or unpolished on facades. This paragraph, 18.57.080B2e, has proposed changes.

He showed proposed changes to the Standards in 18.24 that includes "architectural metal panels, sheets and beams."

Sterhan would not like to see unpainted galvanized panels used. There are corrugated metal panels that rust and may fit well. Hugo said projects will go through a review process and will be addressed.

MOTION to recommend staff's proposed amendment of SMC 18.57.080 along with paragraph (h) to 18.24.100B1 to the City Council for adoption by Thompson; second by Protze. **Unanimously approved.**

VII. OLD BUSINESS

VIII. ITEMS FROM COMMISSIONERS/COMMITTEE REPORTS

MOTION to recommend to City Council that a design board be formed from existing members of Council and commissions in the City of Sequim by Sanford; second by Thompson.

Sanford stated she was on the interview committee for the Design Review Board (DRB). She felt it was valuable to address the changes that have occurred in Sequim. The DRB was a wonderful way to control and address the complaints. She feels we should draw from the existing groups of proven, dedicated volunteers to the City and get it working. Her understanding of the DRB was to review the standards, improve on them and keep them current, and then address projects. It would be advisory.

Protze agrees it would be good to use people who are aware of the current codes. Hugo stated that was his recommendation to the City Manager. Protze stated he speaks with a lot of guests who feel our town is beautiful and well kept.

Vote on motion: **Unanimously approved.**

Protze feels the Gull property would be good for a small corner park with a water feature and not develop it. There was brief discussion about uses of the corner area.

IX. DIRECTOR'S REPORT

Hugo noted City Council has had the presentation for accessory structures. At the last presentation there was some question about whether the attached garages should be as big as they are. If anyone on the Commission has concerns about it, they can attend the Council meeting.

X. GOOD OF THE ORDER

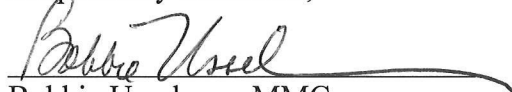
Usselman invited everyone to the July 4th festivities at the James Center and the Dance of the Century on July 5.

XI. ADJOURNMENT

MOTION to adjourn by Thompson; second by Protze. **Unanimous.**

Meeting adjourned at 7:02 p.m.

Respectfully submitted,



Bobbie Usselman, MMC
Deputy City Clerk



Jon Wendt
Chair

Next meeting: Regular Meeting, Tuesday, August 6, 2013